



LISMORE COMMUNITY TRUST

Purpose: to maximise the potential social, economic and environmental well-being of the whole community of the Isle of Lismore

MINUTES OF THE MEETING OF THE LISMORE COMMUNITY TRUST HELD IN THE HALL ON 22ND FEBRUARY 2024 AT 7PM

Present: Anita Bachuil (AB), Anna Stewart (AS), Archie MacGillivray (AM), Laura Savill (LS) and Andrew Livingstone (AL)

1. **Welcome.** AB welcomed everyone to the Meeting and said how particularly glad she was to welcome AL who had kindly agreed to become a director and take on the affordable housing project at Achnacroish. He would be working with Julia Faygruen on this. AB also told the Meeting that she was delighted to say that Brona MacDougall would also be joining the Board as a Director. Finally, AB said that again she was delighted to say that Bobbi Forgrieve had said just today, that she would be willing to come onto the board as a director and Treasurer of the Trust. She and LS had met this afternoon and LS was going to help and guide her for the next couple of weeks/months.

2. **Apologies.** Apologies were received from Peter MacDougall, Brona MacDougall and Kate McLuskie.

3. **Minutes of the Last Meeting.** Various changes were to be made and it was agreed that when those were done they would be a true record of the meeting. AS proposed this and it was seconded by AM. **ACTION:** AB

4. **DTAS sample Code of Conduct.** A sample code of conduct for directors had been distributed prior to this meeting and it was agreed that these should be adapted slightly for the Trust and given to each director and member of the Shop Management Board and the staff working in the shop. AB would circulate them and ensure that everyone indicated their agreement to them.

5. **Governance Training (Free) – Wed, 6 Mar 2024 12:00 - 13:00**

Webinar <https://www.eventbrite.co.uk/e/dynamic-governance-essentials-for-board-members-tickets-813982291947>. LS and AS said that they would do this and report back to the board.

6. **Financial Report from the Management Board.** AB told the meeting that we were delighted that Jane McCluskey had agreed to be the new bookkeeper for the Shop. She would be helped in the first instance by Norma Black and LS.

BM sent a report in after the meeting which is as follows:

We've had the capital input from Scottish Sea farms and from that CHF account, meaning in total £9k more added to savings in the last month.

These capital elements have gone straight into the savings account to ringfence them for future use/shop development.



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The working capital has dropped from £7,500 in December to £5,000 now. A small amount of this drop relates to increased stocking, but the majority represents a loss made in the last couple of months.

Our wages figures are quite a bit higher than budgeted and we have not yet received any of the PO payments that we were anticipating (55% of the monthly payment) which should amount to roughly £2,500. If we assume this is due to come in, which we should, then on the basis of our working capital, we are breaking even.

7. **Update on shop, including internet, card reader, computer and EPOS system.** AB said that a new computer had been bought for the shop, the fibre broadband had been installed, a new card reader was in place and the EPOS system was up and running. The only outstanding issue was the telephone. Work was ongoing to try to restore the old 760272 number but in the meantime the shop telephone number was 760028 and this should be advertised as much as possible.

8. **Trust Finances.** In the absence of a Treasurer, LS gave a short report re the finance of the Trust. There is a total of £6813.37 in the Royal Bank of Scotland, which includes £804.32 from the DTAS funding of the Shop Launch. The last transactions from this account were in December.

We are due to pay some rental fees for the hall, but nothing else currently.

LS had a meeting with Bobbi Forgrieve. Bobbi has kindly agreed to take on the role of Treasurer, though she does not want to get involved with the day to day running of the Trust. LS explained the role, the transactions, and current projects. LS explained that Bobbi wouldn't be required to manage the shop accounts. They were being run separately and Jane McCluskey as Bookkeeper/Treasurer was covering that role.

LS also explained the currently difficulties with the RBS and LS and Bobbi agreed a new bank would be the most appropriate route forward. LS said she would suggest 4 Banks to the board, and if they agree with one or more LS would action the application(s) asap.

ACTION: LS & BF.

9. **Housing – update from Andrew Livingstone.** AL said that he had been busy trying to get background for the project. He had had a very helpful meeting with Andy Hough and a conversation with Duncan MacLean re the water situation at Achnacroish. He had also met with Julia Faygruen who was the paid project assistant for the affordable houses and she was going to devise a survey to try to establish the wants, needs, investment and expectations from the householders at Achnacroish. This survey would determine the way forward on the water issues there and for the affordable houses and a possible combined solution.



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He had also been speaking to Dr Laura Major from the University of Strathclyde who in conjunction with Dr Jen Roberts are doing research into rural community water supplies. AL and JF would be working with them as they would produce a research report for the Trust.

AL wanted to try to develop a financial forecast for the project. He would be speaking to Mary and Lorne MacDougall in the near future too.

10. **PO Progress.** BM has this in hand and is working her way through PO paperwork.

11. **Licences – Alcohol and tobacco.** BM had taken over the Alcohol licence for the shop and the paperwork for tobacco sales had been sorted.

12. **AOB.** AM said that he had Robert Harper from Oban coming over to see what needed to be done to get the kiosk at Point back in working order for the trust.

There was a conversation regarding the format of the Share Certificates. **ACTION: AB** to contact Community Shares Scotland for advice.